

## **DAILY UPDATE – Friday, July 10, 2020**

### **CITY DEPARTMENT UPDATES**

#### **Brookshire Golf Club**

- None to report

#### **Community Relations and Economic Development**

- Releases:
  - None to report
- Media Inquiries and Responses:
  - IndyStar
  - IBJ
- Carmel Cares/COVID-19:
  - City Hall re-opening meeting
  - Began review of non-scientific survey re: public events
  - Carmel Cares FB page monitoring and updates
    - 1,654 likes, 1,901 followers, 2,609 group members
- Special Projects:
  - New draft of Mayor's statement on racial discrimination
  - Review CMYC Statement
- Advertising/Signage:
  - Continued review of tourism video from AGP
  - Hometown Media Awards virtual watch party
  - One-minute video with Mayor – "A Starting Point"
- Events:
  - Continued planning for MMOM live and virtual event on July 11
- General:
  - Carmel TV and YouTube page management
  - CRED staff meeting and Director's meeting
  - Nextdoor, Facebook and other social media page monitoring (daily)
  - Compiled City-wide Daily Reports (daily)
  - Website Updates/Management (daily)
    - Adding news links as we get them (daily)
  - Newsletter
    - Drafting E-Newsletter
    - Editing print newsletter
  - Economic Development tracking planning discussion
  - Budget
    - Phone call re: Ice Rink budget questions
    - Worked on 2021 budget sheets
  - Correspondence re:
    - Laptop setup
    - Stage extensions and stage legs order for mobile stage

- Meeting scheduling
- Veteran's brick questions from citizens
- Admin items
  - Basecamp updates
  - Contact list updates
  - Shared folder organization

### **Department of Community Services**

- 18 building inspections on the schedule – 6 commercial and 12 residential
- At last evening's Commercial Committee meeting, the Kindercare Learning Center was approved with unanimous 3-0 vote
- Toured Kevin Paul's GOAT establishment
  - He is hoping to get his C/O in the next few days, and phase in opening over the next 30 days
- The Active Transportation planner is working to finalize his bike share replacement company analysis
- The Active Transportation planner is working to assist the City Engineer and Street Commissioner with new signs communicating the bicycle restriction on Main Street
- The Staff Report goes out this morning to the City Council regarding the Jackson Grant Village rezone proposal
- Staff is working on amendments to the sign ordinance including the 'Public Banner' provision which referenced and relied upon the old intersection of Carmel Drive and Range Line Road, as "banner corner"

### **Engineering**

- The Engineering Department remains healthy and working at full strength
- On Thursday the Department performed 13 private development inspections consisting of 10 general inspections and 3 storm water site inspections
- 8 new right of way permits were approved, and 31 inspections took place on existing right of way permits
- 2 new service requests were also received consisting of 1 new drainage concern and 1 missing sidewalk/path concern on Rohrer Road just south of 146<sup>th</sup> Street

### **Fire Department**

- None to report

### **Information and Technology**

- The ICS Dep't has 14 FTE and 1 PTE
  - 4 FTE employees are working from home
  - No reports of sickness at this time
- The ICS GIS group has been working on a system authentication project, business suite addressing, fiber data, public bike parking project, scripting, water meter project, and continued work on existing projects

- The ICS Network & Comm's group has been working on new courts location, City camera maintenance, CFD station phone lines cut, tech' for CFD HQ building, MidTown AV system, phone system configurations, fiber project, fiber locates, and continued work on existing projects
- The ICS Systems group has been working on email system cleanup, Microsoft issues with new patch, department data migrations, custom application work, certificate project, setting up user replacement hardware, working with user's issues, and continued work on existing projects

### **Legal Department**

- Reviewed and addressed all of the recently re-assigned Ashley files
- Began contacting witnesses and preparing cases for trial
- Discussed cases with various Department Directors
- Reviewed and responded to numerous record requests

### **Human Resources**

- None to report

### **Office of the Controller**

- None to report

### **Parks Department**

- None to report

### **Police Department**

- CPD had officers dedicated to the Monon Trail on foot and bicycle patrol

### **Street Department**

- Today's duties for the Street Dept. crews are:
  1. Sweeping
  2. Patching
  3. Painting statues
  4. Finish installing mosaics this morning at Sophia Square
  5. Work on furniture in Sophia Square Courtyard
  6. Remove shrubs on 3<sup>rd</sup> Avenue and City Center
  7. Paint railings down Range Line Road
  8. Disinfect public areas and restrooms
  9. Empty trash and recycling cans
  10. Work on storm pipe repair work orders and pour concrete at noon
  11. Watering flowers and adding fertilizer
  12. Work on irrigation issues at various locations
  13. Work on open streetlight/street sign work orders
  14. Clean fountain filters

15. Daily claims
16. Zoom meetings with managers as needed

- Yesterday the Street Dept. did:
  1. 38 line locates
  2. 24 phone calls
  3. 0 My Carmel App requests for service
  4. 10 new service requests
  5. 4 service requests closed
  6. 21 new work orders
  7. 24 work orders closed
  8. Processed daily claims to pay vendors

### **Utilities**

- None to report